

**PROJECT DESCRIPTION
TOWN OF GRANBY
GRANBY PUBLIC LIBRARY**

Scope of the Project:

The Granby Public Library strives to insure that the library is an excellent resource center for the community. A step toward that goal is to make sure that we are providing adequate and ongoing programs for all children and adults.

The Granby Public Library will conduct an assessment of services provided for the intermediate school population of grades three through six. It has been observed by the board and library staff that this is a “gap” population underserved by the library. In order to conduct this assessment we will hire a consultant to help with survey questions and conduct focus groups.

The assessment will be conducted by using two formats: focus groups and surveys. The focus groups would include parents of the “gap” population, intermediate schoolteachers, principals, school librarians and personnel from after- school programs at established day care centers. In addition to focus groups, the consultant will make use of short written surveys in the hopes of expanding input from parents and students themselves. The survey will be done using the Electronic Backpack which goes to parents via the schools, by posting on the library website, and made available to patrons at the library checkout desks. Through the focus groups and the surveys we hope to find out the following information:

- What can Granby Public Library do to better meet the needs of this gap population?
- What type of programs would benefit this age group?
- What is the optimal time of the year to present these programs?

Required Qualifications:

- Experience in conducting focus groups and community assessments;
- Excellent oral and written communication skills;
- Ability to meet deadlines

Project Completion Date: December 15, 2011